

The State Bar of California

2002 PRESIDENT'S PRO BONO SERVICE AWARDS

AWARD GUIDELINES

The President's Pro Bono Service Awards were established in 1983 by the State Bar Board of Governors. The awards recognize California attorneys who have provided or enabled the direct provision of legal services to poor persons or to organizations whose primary purpose is to provide legal services to the poor, free-of-charge, without expectation of compensation from the client.

A nominee may be a lawyer, law firm, or team of lawyers, depending on the category. A nominee may be nominated for more than one category if applicable. For example; a recent admittee who is also a solo practitioner can be nominated in both categories. Nominators may make more than one nomination for an award however a separate form is required for each individual's nomination. (An online version of the nomination form is also available for downloading on the State Bar's web site, www.calbar.org.)

AWARD CATEGORIES

Awards may be given to one recipient in each of the following eight categories:

- ❖ **Corporate:** An individual attorney or team of attorneys employed by the corporation.
- ❖ **Government:** An individual attorney or team of attorneys employed by a local, state or federal government agency.
- ❖ **Retired:** A lawyer who took time off from active practice and performed pro bono work exclusively, or who is retired from the active practice of law or enrolled in the State Bar Emeritus Attorney Pro Bono Program.
- ❖ **Recently Admitted:** An individual attorney in his or her first four years of practice (please note that this category is distinguished from the Jack Berman Award of Achievement sponsored by the California Young Lawyers Association which honors a young lawyer who has provided outstanding service to the legal profession and public, and dedication to issues of concern to new and young lawyers).
- ❖ **Large Law Firm:*** A law firm or a branch of a law firm with 100 attorneys or more in California. May include an individual attorney or team of attorneys employed by the firm.
- ❖ **Medium Law Firm:*** A law firm or a branch of a law firm with 11 to 99 or more in California. May include an individual attorney or team of attorneys employed by the firm.
- ❖ **Small Law Firm:*** A law firm or a branch of a law firm with 2 to 10 attorneys in California. May include an individual attorney or team of attorneys employed by the firm.
- ❖ **Solo Practitioner:** Individual attorney in his or her own practice.

*Note: If a law firm is nominated on a statewide basis, nominator should select the large, medium or small law firm category according to the total number of attorneys employed by the firm statewide. If a branch office of a law firm is being nominated, nominator should check the "branch" category box of large, medium or small law firm according to the total number of attorneys in that specific branch office.

ELIGIBILITY CRITERIA

Award recipients shall be lawyers who provided pro bono legal services from January 1, 2001 to December 31, 2001 and:

1. are admitted to practice in California;
2. were not employed on a full-time basis, during the period when the pro bono work was done, by an organization that has as its primary purpose the provision of free legal services to the poor (as defined by current federal poverty guidelines) unless the legal services staff attorney provided the pro bono work outside the scope of his/her employment;
3. have voluntarily contributed a significant amount of time, with no expectation of being paid by the client, to providing or enabling the delivery of legal services in civil or criminal matters for a client, client group or charitable organization whose primary purpose is to provide services to the poor and that does not have the resources to pay for services;
4. have made such contribution through organized pro bono programs, including legal services programs, legal aid societies, local bar association-sponsored pro bono programs, lawyer referral services no-fee panels or other organizations whose primary purpose is to serve the poor; and
5. whose voluntarily contributions have resulted in increased access to legal services for the poor.

FACTORS TO BE CONSIDERED

- ❖ the breadth and impact of the nominee's work
- ❖ the nominee's practice setting
- ❖ the nature of pro bono program through which the work was done
- ❖ evidence of the nominee's continuing commitment to pro bono work
- ❖ the nature of services contributed, such as:
 - ❖ direct advice and representation
 - ❖ service or impact cases
 - ❖ appellate work
 - ❖ pro per clinics
 - ❖ review or supervision of other volunteers' casework
 - ❖ emergency, difficult or unpopular cases
 - ❖ organization of pro bono activities
 - ❖ mobilization of others to do pro bono work
 - ❖ organization of a new project or delivery structure
 - ❖ provision of volunteer lawyer training
 - ❖ client or public education

SELECTION PROCESS

All nominees and nominators will be notified of the receipt of submitted nominations. The State Bar Standing Committee on the Delivery of Legal Services will review nominations and submit recommendations to the State Bar Board of Governors for final approval. Decisions regarding award recipients will be based on the criteria and factors listed above. The awards will be presented during the State Bar Annual Meeting in Monterey, October 10-13, 2002.

Mail the completed nomination form, resumé and supporting materials (no faxes accepted) to:

Kate O'Connor
Office of Legal Services, Access and Fairness Programs,
Program Development Unit
State Bar of California
180 Howard Street
San Francisco, CA 94105
415/538-2141
kate.oconnor@calsb.org

The State Bar of California

2002 PRESIDENT'S PRO BONO SERVICE AWARDS

NOMINATION FORM

COMPLETED NOMINATION FORM AND SUPPORTING MATERIALS MUST BE RECEIVED BY
FRIDAY, JUNE 7, 2002. FAXES WILL NOT BE ACCEPTED.

Please refer to the Award Guidelines before completing the nomination form. Type or print all information clearly and answer all questions as thoroughly as possible. A current resumé or biography of the nominee is required and supporting materials such as letters of recommendation from employers, co-workers or clients or other relevant materials are strongly encouraged.

Name of attorney, law firm, or team of lawyers _____

If nominee is a law firm, or team of lawyers, please provide the name of a representative who will be responsible for communications between State Bar staff and the nominee _____

Employer _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____ Email _____

Select award category/ies:

Is nominee being nominated for more than one category? ☐ Yes (check all applicable categories below) ☐ No

☐ Corporate ☐ Recently Admitted ☐ Large Law Firm (statewide) ☐ Small Law Firm (statewide)
☐ branch office ☐ branch office

☐ Government ☐ Retired ☐ Medium Law Firm (statewide) ☐ Solo Practitioner
☐ branch office

Has the nominee ever been nominated for the President's Pro Bono Service Awards?

☐ Yes (please indicate when _____) ☐ No

PLEASE ANSWER THE FOLLOWING QUESTIONS AS ACCURATELY AND COMPLETELY AS POSSIBLE ON
SEPARATE SHEETS AND ATTACH WITH ANY SUPPORTING MATERIALS TO THIS FORM:

1. Describe the nominee's pro bono work during 2001, including:
 - a. the nature of the legal services provided, dates of service and number of individuals served;
 - b. the organization and/or program through which the nominee volunteered;
 - c. how the work resulted in increased access to legal services for poor people;
 - d. the total number of pro bono hours contributed and breakdown of hours per nature of service provided including direct representation, mentoring, co-counseling, etc... (If law firm or team of lawyers, indicate hours for associates and partners).
2. Describe the nominee's law practice, including the size of the firm, the firm's practice areas, the firm's pro bono policy (or attach copy) and the individual nominee's principal legal areas of practice;
3. Provide any additional information you wish about the nominee, including a description of the nominee's history of pro bono contributions, hardships or obstacles faced in doing pro bono work, etc.

Nominator:

Name_____

Relationship to Nominee_____

Organization or Firm_____

Address_____

City_____ Zip Code_____

Phone_____ Fax_____

Email_____

Additional Reference:

Name_____

Relationship to Nominee_____

Organization or Firm_____

Address_____

City_____ Zip Code_____

Phone_____ Fax_____

Email_____

***Is this nominee being jointly nominated by another organization?** ☐ No

☐ **Yes (complete the below information)**

Joint Nominator:

Name_____

Relationship to Nominee
Organization or Firm_____

Address_____

City_____ Zip Code_____

Phone_____ Fax_____

Email_____

* If more than one organization is nominating the same candidate, nominators may collaborate and submit one joint nomination as long as information for services provided per organization are outlined separately. Joint nominators may also choose to submit separate application forms for the same individual, but it is recommended that information regarding the nominee is consistent.

Mail completed nomination form and supporting materials by **Friday, June 7, 2002 (faxes will not be accepted)** to:

Kate O'Connor
Office of Legal Services, Access and Fairness Programs
Program Development Unit
State Bar of California
180 Howard Street
San Francisco, CA 94105
415/538-2141
kate.oconnor@calsb.org

THANK YOU FOR SUPPORTING THOSE WHO PROVIDE PRO BONO SERVICES